How Do I Update/Change My Password?

Introduction

Just like requesting access to the EIS Gateway, EPA's password policy addresses two types of users; external users and internal EPA users. The passwords for internal EPA users are synchronized with their existing LAN password. When internal EPA users change their existing LAN password, your EPA Portal password is changed as well.

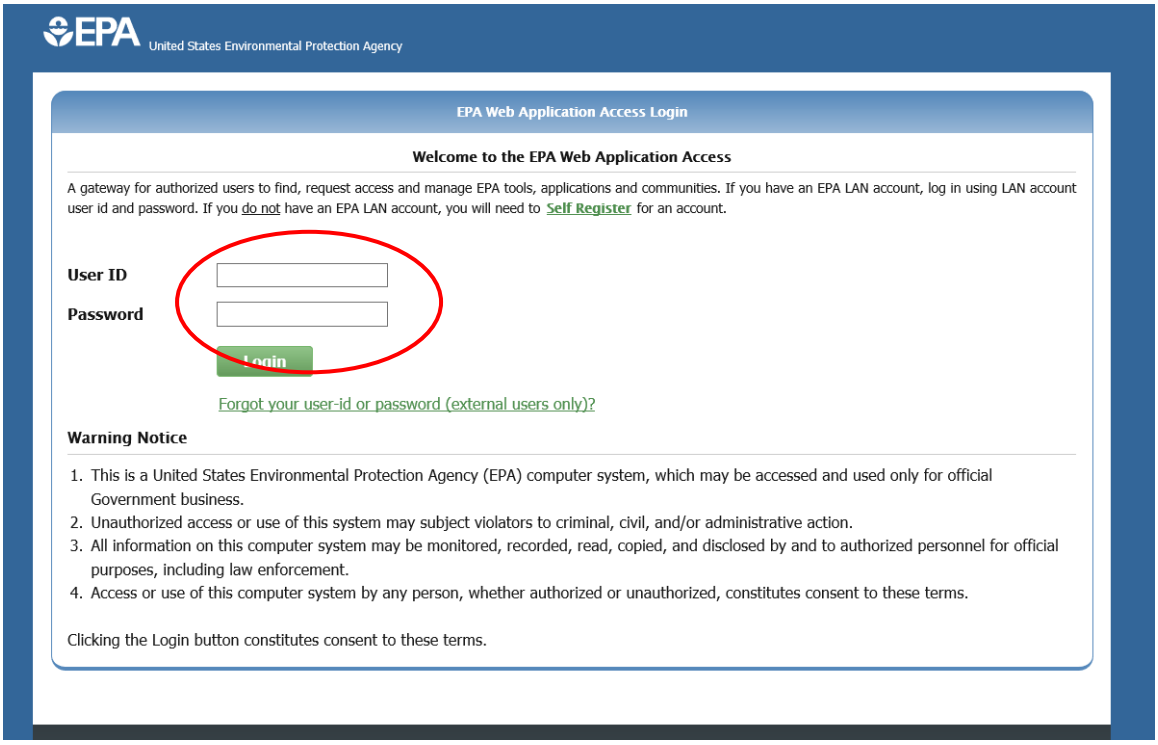
External users, those who registered for access to the EPA Portal, must follow the steps outlined below to change their password.

There are two possible scenarios for updating/changing your password. The first is if you know your current password and want to change it to a new password. The second is if you have forgotten your password and need a new password.

Scenario #1: Changing Your Existing Password

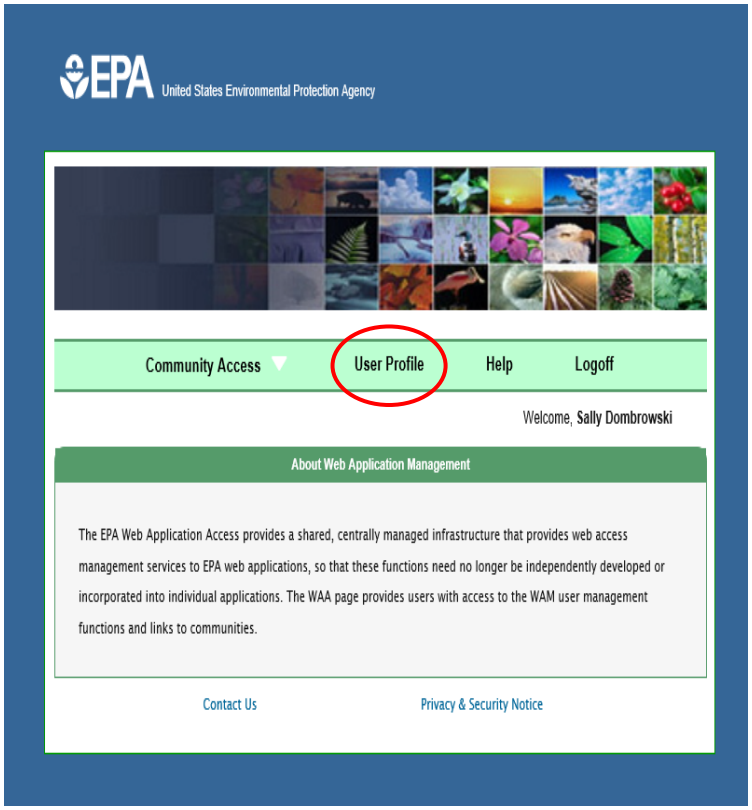
Step 1:

Access the EPA Portal at https://wamssoprd.epa.gov/identity . Enter your User ID and password and click Login.



Step 2:

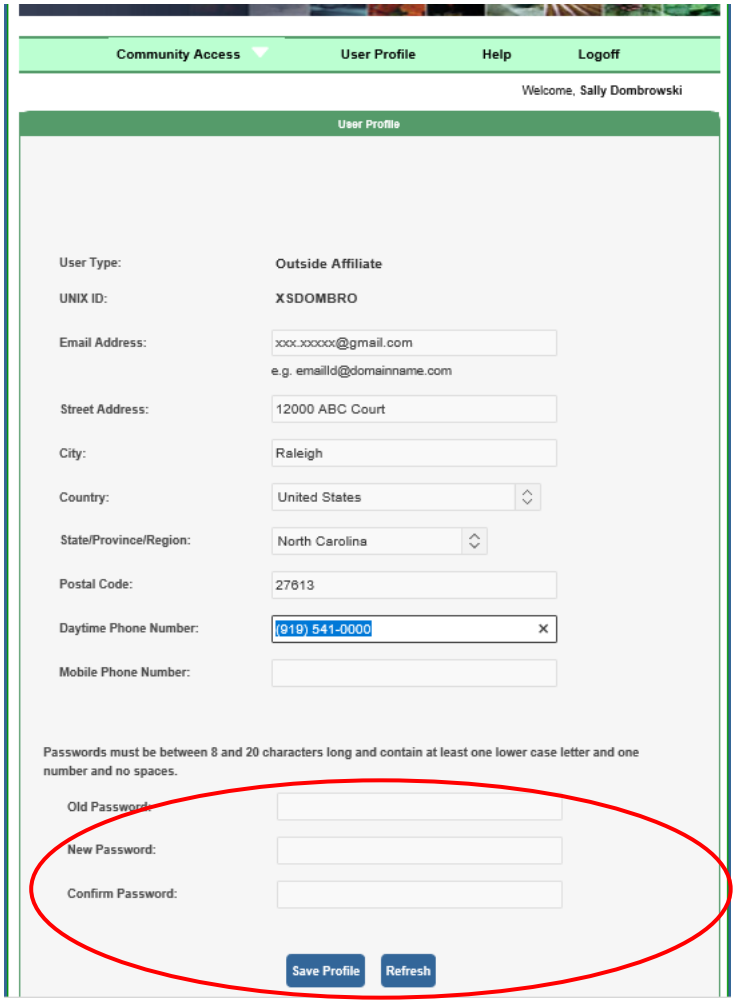
Select the "My Profile" option at the top of the page.



Step 3:

Once you select the My Profile option, the My Profile page will appear. To change your password, enter your current password, enter your new password, and then re-enter your new password as confirmation. Select the Save button to save your changes.

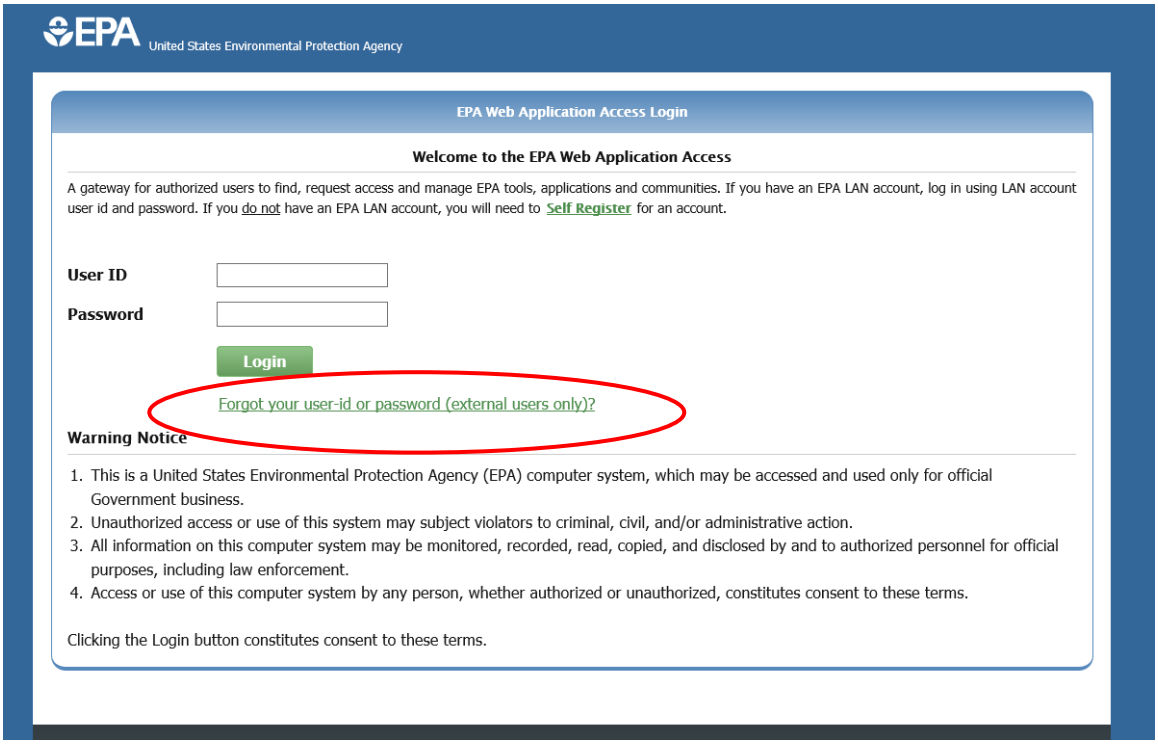
You may choose to logout or navigate to another page within the EPA Portal.

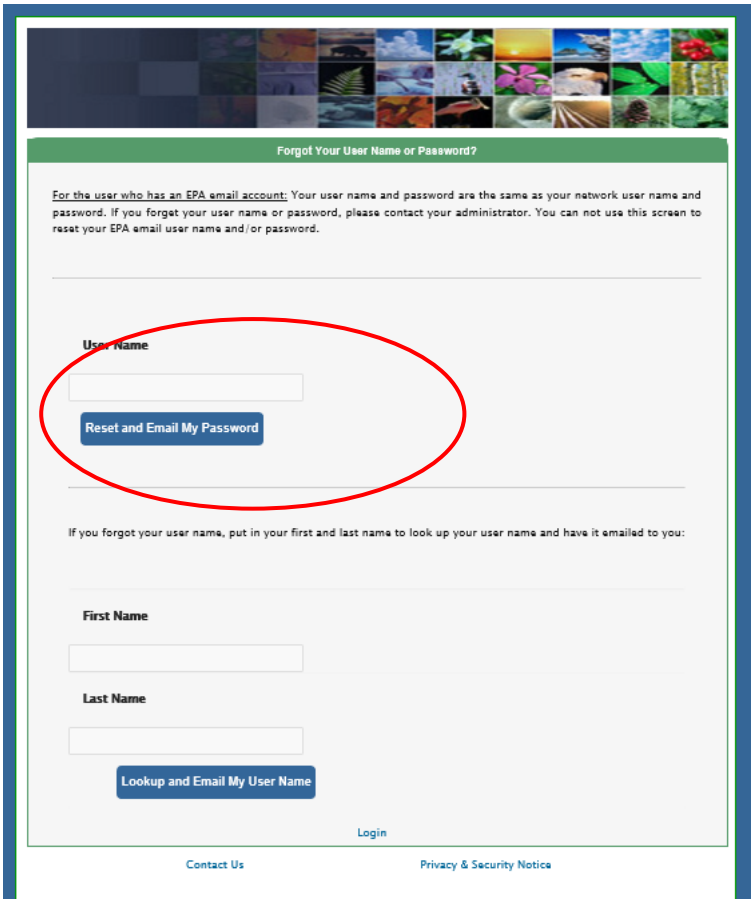


Scenario #2: Request a New Password

Step 1:

Access the EPA Portal at https://wamssoprd.epa.gov/identity. Select the option at the bottom right of the screen entitled "Forget your user id or password?"



Step 2:

Type your user name into the box in the first section. Click on the Reset and Email my Password button. You should receive a new password within one business day.